

IN RE: PETITION FOR ADMIN. SPECIAL * BEFORE THE
HEARING - N/S Ashland Road, 290 ft.
E of c/l of Clay Hill Circle * ZONING COMMISSIONER
216 Ashland Road
8th Election District * OF BALTIMORE COUNTY
3rd Councilmanic District
Frank A. Traglia, et ux * Case No. 99-190-SPH
Petitioners

* * * * *

FINDINGS OF FACT AND CONCLUSIONS OF LAW

This matter comes before the Zoning Commissioner for consideration of a Petition for Administrative Special Hearing filed by the owners of the subject property, Frank A. Traglia and Loretta E. Traglia, his wife. The Petitioners seeks approval of a waiver, pursuant to Sections 26-172(b) and 26-171 of the Baltimore County Code (BCC), of the requirements of Section 26-203(c)(8) of the Code, and finding that their proposal satisfies the requirements of Section 26-278 of the Code, as those regulations relate to the preservation of historical buildings and sites, to approve the construction of an addition to the existing building. The subject property and requested relief are more particularly described on Petitioner's Exhibit No. 1, the plat to accompany the Petition for Administrative Special Hearing.

Section 26-172(b) of the Baltimore County Code (BCC) provides that waivers from the requirements of Section 26-203 of the Code (i.e., development plan) can be granted by the Director of Permits and Development Management (PDM). Such requirements can be waived upon a finding that the size, scope and nature of the proposed development does not justify strict compliance, that a waiver would be within the scope, purpose and intent of the regulations, and that the proposed development complies with all of the County laws, ordinances and regulations. In order to afford due process, the Director has designated the Zoning Commissioner (Hearing Officer) to consider the waiver request filed in this instance. Moreover,

ORDER RECEIVED FOR FILING

Date

By

12/10/98
[Signature]

in order to provide public notice, the property was posted with a sign describing the request on November 13, 1998. There has been no request by the public for a hearing or any public input for the requisite period (15 days) after posting of the property. Thus, the matter is eligible for review and resolution by this Hearing Officer.

The Petitioners have filed the supporting documents and affidavits as required by Section 26-171(b)(1) of the Code, and a site plan of the property depicting existing and proposed improvements. A description of the property contained within the case file indicates that the property consists of 7423 sq. ft., more or less, zoned D.R.3.5, and is improved with a single family dwelling and detached garage. The property is located in the residential subdivision known as Ashland in Hunt Valley. The Petitioners propose to construct an addition to the existing dwelling. The information submitted is persuasive to a finding that the proposed renovation and improvements are consistent with the character and historic features of the existing buildings and will not be inappropriate. Furthermore, the Landmarks Preservation Commission received the Petitioners' proposal and recommended a finding that the project is consistent with Section 26-278 of the Baltimore County Code on November 12, 1998. I agree. There is no evidence in the file to indicate that the requested waiver would adversely affect the health, safety or general welfare of the surrounding community and should, therefore, be granted. Moreover, the request complies with the requirements of the Baltimore County Zoning Regulations (BCZR) and should be approved. In addition, a finding that this matter qualifies for an exemption from the Development Review process as codified in the BCC is also appropriate.

ORDER RECEIVED FOR FILING

Date

By

Pursuant to the posting of the property and the provisions of the BCC and the BCZR, and for the reasons given above, the relief requested should be granted.

THEREFORE, IT IS ORDERED by the Zoning Commissioner of Baltimore County this 10th day of December 1998 that the Petition for Administrative Special Hearing seeking approval of a waiver, pursuant to Sections 26-171 and 26-172(b) of the BCC, of the requirements of Sections 26-203(c)(8) of the BCC, and a finding that the proposed improvements are consistent with Section 26-278 of the Code, as those regulations relate to the preservation of historical buildings and sites, to approve the construction of an addition to the existing dwelling, in accordance with Petitioners' Exhibit No. 1, be and is hereby GRANTED, subject to the following restriction:

1. The Petitioners may apply for their building permit and be granted same upon receipt of this Order; however, the Petitioners are hereby made aware that proceeding at this time is at their own risk until such time as the 30 day appellate process from this Order has expired. If an appeal is filed and this Order is reversed, the relief granted herein shall be rescinded.



LAWRENCE E. SCHMIDT
Zoning Commissioner
for Baltimore County

ORDER RECEIVED FOR FILING

Date

By

LES:mmm



Baltimore County
Zoning Commissioner
Office of Planning

Suite 405, County Courts Bldg.
401 Bosley Avenue
Towson, Maryland 21204
410-887-4386

December 9, 1998

Mr. and Mrs. Frank A. Traglia
216 Ashland Road
Cockeysville, Maryland 21030

RE: Petition for Administrative Special Hearing
Case No. 99-190-SPH
Property: 100 216 Ashland Road

Dear Mr. and Mrs. Traglia:

Enclosed please find the decision rendered in the above captioned case. The Petition for Administrative Special Hearing has been granted, with restriction, in accordance with the attached Order.

In the event the decision rendered is unfavorable to any party, please be advised that any party may file an appeal within thirty (30) days of the date of the Order to the County Board of Appeals. If you require additional information concerning filing an appeal, please feel free to contact our Appeals Clerk at 887-3391.

Very truly yours,

A handwritten signature in black ink, appearing to read "Lawrence E. Schmidt", written over a horizontal line.

Lawrence E. Schmidt
Zoning Commissioner

LES:mmn
att.



**ADMINISTRATIVE SPECIAL HEARING
CLOSING DATE – NOVEMBER 30, 1998**

CASE NUMBER: 99-190-SPH

216 Ashland Road

N/S Ashland Road, 290' E of centerline Clay Hill Circle

8th Election District – 3rd Councilmanic District

Legal Owner: Frank A. Traglia & Loretta E. Traglia

Administrative Special Hearing to construct an addition to an existing building.

CASE NUMBER: 99-195-SPH

12231 Long Green Pike

W/S Long Green Pike, 2000' N of Glen Arm Road

11th Election District – 6th Councilmanic District

Legal Owner: Lance G. Cooper & Barbara Cooper

Administrative Special Hearing to raze and alter an existing original historic structure, to convert original portion of house to an antique shop, retain the outbuilding as a garage, and convert the barn to a residence.

If the back of the administrative special hearing form (notarized affidavit) is not filed before the closing date of November 30, 1998, we recommend DISAPPROVAL of the above special hearings due to the fact that the proper forms were not filed. (See memo from WCR dated 11/16/98.)

Petition for Administrative Special Hearing

to the Zoning Commissioner of Baltimore County



for the property located at 216 ASHLAND ROAD
which is presently zoned OR 3.5

This Petition shall be filed with the Department of Permits and Development Management. The undersigned, legal owner(s) of the property situate in Baltimore County and which is described in the description and plat attached hereto and made a part hereof, hereby petition for a Special Hearing to approve a waiver pursuant to Sections 26-171, 26-172(b), Baltimore County Code of Sections 26-203(C)(8) and Section 26-278 to

CONSTRUCT AN ADDITION TO
AN EXISTING BUILDING

of the zoning regulations of Baltimore County, to the zoning law of Baltimore County.

Property is to be posted and advertised as prescribed by the zoning regulations.

I, or we, agree to pay expenses of above Special Hearing, advertising, posting, etc. and further agree to and are to be bounded by the zoning regulations and restrictions of Baltimore County adopted pursuant to the zoning law for Baltimore County.

I/We do solemnly declare and affirm, under the penalties of perjury, that I/we are the legal owner(s) of the property which is the subject of this Petition.

Contract Purchaser/Lessee:

Name - Type or Print

Signature

Address Telephone No.

City State Zip Code

Attorney For Petitioner:

Name - Type or Print

Signature

Company

Address Telephone No.

City State Zip Code

Legal Owner(s):

FRANK A. TRAGLIA

Name - Type or Print

Signature

LORETTA E. TRAGLIA

Name - Type or Print

Signature

216 ASHLAND RD (410) 527-0594

Address

Telephone No.

COCKEYSVILLE MD 21030

City State Zip Code

Representative to be Contacted:

LORETTA E. TRAGLIA

Name

Address

Telephone No.

City State Zip Code

A Public Hearing having been formally demanded and/or found to be required, it is ordered by the Zoning Commissioner of Baltimore County, this _____ day of _____ that the subject matter of this petition be set for a public hearing, advertised, as required by the zoning regulations of Baltimore County and that the property be reposted.

Zoning Commissioner of Baltimore County

CASE NUMBER

99-190-SPH

Reviewed By

JSLA

Date

11-4-98

Revised 9/18/98 - wcr/scj

Estimated Posting Date

11-15-98

Affidavit in Support of Administrative Special Hearing

The undersigned hereby affirms under the penalties of perjury to the Zoning Commissioner of Baltimore County, as follows: That the information herein given is within the personal knowledge of the Affiant(s) and that Affiant(s) is/are competent to testify thereto in the event that a public hearing is scheduled in the future with regard thereto.

That the Affiant(s) does/do presently reside at 216 ASHLAND ROAD
Address
COCKEYSVILLE, MD. 21030
City State Zip Code

That the Affiant(s) acknowledge(s) that if a formal demand is filed, Affiant(s) will be required to pay a reposting and advertising fee and may be required to provide additional information.

[Signature]
Signature

FRANK TRAGLIA
Name - Type or Print

[Signature]
Signature

LORETTA E. TRAGLIA
Name - Type or Print

STATE OF MARYLAND, COUNTY OF BALTIMORE, to wit:

I HEREBY CERTIFY, this 21 day of NOV, 98, before me, a Notary Public of the State of Maryland, in and for the County aforesaid, personally appeared

Loretta E. Traglia & Frank Traglia

the Affiant(s) herein, personally known or satisfactorily identified to me as such Affiant(s), and made oath in due form of law that the matters and facts hereinabove set forth are true and correct to the best of his/her/their knowledge and belief.

AS WITNESS my hand and Notarial Seal

11-21-98
Date

[Signature]
Notary Public

My Commission Expires FRANK LAY
NOTARY PUBLIC STATE OF MARYLAND
My Commission Expires June 1, 1999

REU 9/18/98

99-190-SPU

ZONING DESCRIPTION

216 ASHLAND ROAD
COCKEYSVILLE, MD 21030

Beginning at a point on the north side of Ashland Road, that is 30 feet wide at the distance of 290 feet east of the centerline of the nearest improved intersecting street (Clay Hill Circle) which is 30 feet wide. Being Lot #5, Block B, Section No. -- in the subdivision of Ashland as recorded in Baltimore County Plat Book # E.H.K.Jr. 54 Folio #82, containing 7423.57 square feet. Also known as 216 Ashland Road and located in the 8th election district, 3rd councilmanic district

99-190-SP11

**BALTIMORE COUNTY, MD
OFFICE OF BUDGET & FINANCE
MISCELLANEOUS RECEIPT**

99-190-SPU (H.)
No. 060739

AND

DATE 11-4-98 ACCOUNT R-CO-6150 AMOUNT \$ 50.00

RECEIVED FROM:

CONCORD TINGUA
ADMINISTRATOR OF SPECIAL HANDLING
FOR BALANCE OF PRESENTATION
HIS-CORC BUILDING

FOR:

MD

DISTRIBUTION
WHITE - CASHIER

PINK - AGENCY

YELLOW - CUSTOMER

PAID RECEIPT

PROCESS ACTUAL DATE
11/03/1998 11/04/1998 15:37:11
REF US01 CASHIER CLIN EML DRUMER
IS MISCELLANEOUS CASH RECEIPT
Receipt # 076389
CR NO. 060739

50.00 CHECK
Baltimore County, Maryland

CASHIER'S VALIDATION

CERTIFICATE OF POSTING

ADMIN. SPECIAL HRG. (H)

RE. Case No. 99-190-SPH (H)

Petitioner/Developer: MRS. ABE, ETAL
c/o JOHN McGRAIN

Date of Hearing/Closing: 11/30/98

Baltimore County Department of
Permits and Development Management
County Office Building, Room 111
111 West Chesapeake Avenue
Towson, MD 21204

Attention: Ms. Gwendolyn Stephens

Ladies and Gentlemen

This letter is to certify under the penalties of perjury that the necessary sign(s) required by law
were posted conspicuously on the property located at #216 ASHLAND RD.

The sign(s) were posted on 11/13/98
(Month, Day, Year)

Sincerely,

Patrick M. O'Keeffe, 11/20/98
(Signature of Sign Poster and Date)

PATRICK M. O'KEEFE
(Printed Name)

523 PENNY LANE
(Address)

HUNT VALLEY, MD. 21030
(City, State, Zip Code)

410-666-5366 ; CELL-410-905-8571
(Telephone Number)



99-190-SPH (H)
216 ASHLAND RD.
11/30/98

RE: PETITION FOR SPECIAL HEARING
216 Ashland Road
8th Election District, 3rd Councilmanic

Legal Owners: Frank and Loretta Traglia


Petitioner(s)


* BEFORE THE
* ZONING COMMISSIONER
* FOR
* BALTIMORE COUNTY
* Case Number: 99-190-SPH

* * * * *

ENTRY OF APPEARANCE

Please enter the appearance of the People's Counsel in the above-captioned matter. Notice should be sent of any hearing dates of other proceedings in this matter and of the passage of any preliminary or final Order.


PETER MAX ZIMMERMAN
People's Counsel for Baltimore County


CAROLE S. DEMILIO
Deputy People's Counsel
Old Courthouse, Room 47
400 Washington Avenue
Towson, MD 21204
(410) 887-2188

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that on this 25th day of November, 1998, a copy of the foregoing Entry of Appearance was mailed to Legal Owners Frank and Loretta Traglia, 216 Ashland Road, Cockeysville, MD 21030, Petitioner(s).


PETER MAX ZIMMERMAN



Baltimore County
Department of Permits and
Development Management

Development Processing
County Office Building
111 West Chesapeake Avenue
Towson, Maryland 21204

ZONING HEARING ADVERTISING AND POSTING REQUIREMENTS & PROCEDURES

Baltimore County zoning regulations require that notice be given to the general public/neighboring property owners relative to property which is the subject of an upcoming zoning hearing. For those petitions which require a public hearing, this notice is accomplished by posting a sign on the property (responsibility of which, lies with the petitioner/applicant) and placement of a notice in at least one newspaper of general circulation in the County.

This office will ensure that the legal requirements for advertising are satisfied. However, the petitioner is responsible for the costs associated with this requirement.

Billing for legal advertising, due upon receipt, will come from and should be remitted directly to the newspaper.

NON-PAYMENT OF ADVERTISING FEES WILL STAY ISSUANCE OF ZONING ORDER.

ARNOLD JABLON, DIRECTOR

For newspaper advertising:

Item No.: 99-190-SPA

Petitioner: FRANK + LORETTA TRAGLIA

Location: 216 ASHLAND RD, COCKEYSVILLE, MD 21030

PLEASE FORWARD ADVERTISING BILL TO:

NAME: FRANK TRAGLIA

ADDRESS: 216 ASHLAND ROAD

COCKEYSVILLE, MD 21030

PHONE NUMBER: (410) 527-0594

AJ:ggs

(Revised 09/24/96)

99-190-SPA -16-



Baltimore County
Department of Permits and
Development Management

Development Processing
County Office Building
111 West Chesapeake Avenue
Towson, Maryland 21204
pdmlandacq@co.ba.md.us

November 30, 1998

Mr. & Mrs. Frank A. Traglia
216 Ashland Road
Cockeysville, MD 21030

RE: Item No.: 190
Case No.: 99-190-SPH
Location: 216 Ashland Road

Dear Mr. & Mrs. Traglia:

The above referenced petition was accepted for processing by the Bureau of Zoning Review, Department of Permits and Development Management (PDM), on November 4, 1998.

The Zoning Advisory Committee (ZAC), which consists of representatives from several Baltimore County approval agencies, has reviewed the plans that were submitted with your petition. All comments submitted thus far from the members of the ZAC are attached. These comments are not intended to indicate the appropriateness of the zoning action requested, but to ensure that all parties (zoning commissioner, attorney, petitioner, etc.) are made aware of plans or problems with regard to the proposed improvements that may have a bearing on this case. All comments will be placed in the permanent case file.

If you need further information or have any questions regarding these comments, please do not hesitate to contact the commenting agency.

Very truly yours,

A handwritten signature in dark ink, reading "W. Carl Richards, Jr." followed by a stylized flourish.

W. Carl Richards, Jr.
Zoning Supervisor
Zoning Review

WCR:ggs

Enclosures

Come visit the County's Website at www.co.ba.md.us



BALTIMORE COUNTY, MARYLAND
DEPARTMENT OF ENVIRONMENTAL PROTECTION AND RESOURCE MANAGEMENT
INTER-OFFICE CORRESPONDENCE

TO: PDM

FROM: R. Bruce Seeley *RBS*
Permits and Development Review
DEPRM

SUBJECT: Zoning Advisory Committee
Meeting Date: 11/16/97

DATE: 11/24/97

The Department of Environmental Protection & Resource Management has no comments for the following Zoning Advisory Committee Items:

Item #'s:

188

190

191

193

98-131-A

99-124-X

RBS:sp

BRUCE2/DEPRM/TXTSBP



Maryland Department of Transportation
State Highway Administration

Parris N. Glendening
Governor

David L. Winstead
Secretary

Parker F. Williams
Administrator

Date: 11.17.95

Ms. Gwen Stephens
Baltimore County Office of
Permits and Development Management
County Office Building, Room 109
Towson, Maryland 21204

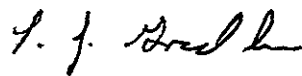
RE: Baltimore County
Item No. 130 JRA

Dear Ms Stephens:

This office has reviewed the referenced item and we have no objection to approval as it does not access a State roadway and is not affected by any State Highway Administration projects.

Should you have any questions regarding this matter, please contact Larry Gredlein at 410-545-5606 or by E-mail at (lgredlein@sha.state.md.us).

Very truly yours,


1- Michael M. Lenhart, Acting Chief
Engineering Access Permits Division

My telephone number is _____

Maryland Relay Service for Impaired Hearing or Speech
1-800-735-2258 Statewide Toll Free

Mailing Address: P.O. Box 717 • Baltimore, MD 21203-0717
Street Address: 707 North Calvert Street • Baltimore, Maryland 21202

BALTIMORE COUNTY, MARYLAND

INTER-OFFICE CORRESPONDENCE

TO: Arnold Jablon, Director
Dept. of Permits & Development Management

DATE: December 1, 1998

FROM: Arnold F. 'Pat' Keller, III
Director, Office of Planning

SUBJECT: 216 Ashland Road

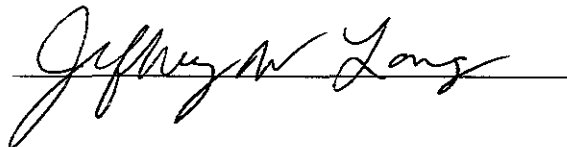
INFORMATION

Item Number: 190
Petitioner: Loretta Traglia
Zoning: DR 3.5
Requested Action: Special Hearing

RECOMMENDATIONS ON THE PROPOSAL – The property located at 216 Ashland Road is listed on the Maryland Historical Trust Inventory as the "Furnace Workers Complex," (ca. 1850), No. BA 2450.

At their meeting on November 12, 1998, the Landmarks Preservation Commission unanimously agreed to recommend to the Hearing Officer a finding that, under Section 26-172 (a) (1), the proposed addition would be within the scope, purpose and intent of Section 26-278. The Office of Planning concurs with the Commission's recommendation.

Section Chief:



KA:kra

c: Robert C. Scott
Landmarks Preservation Commission



Baltimore County
Fire Department

Office of the Fire Marshal
700 East Joppa Road
Towson, Maryland 21286-5500
(410)887-4880

November 29, 1998

Arnold Jablon, Director
Zoning Administration and Development Management
Baltimore County Office Building
Towson, MD 21204
MAIL STOP-1105

RE: Property Owner: SEE BELOW

Location: DISTRIBUTION MEETING OF November 16, 1998

Item No.: See Below

Zoning Agenda:

Gentlemen:

Pursuant to your request, the referenced property has been surveyed by this Bureau and the comments below are applicable and required to be corrected or incorporated into the final plans for the property.

8. The Fire Marshal's Office has no comments at this time,
IN REFERENCE TO THE FOLLOWING ITEM NUMBERS:

189, 190, 191, 192, 193, and 195

REVIEWER: LT. ROBERT P. SAUERWALD
Fire Marshal Office, PHONE 887-4861, MS-1102F

cc: File



BALTIMORE COUNTY, MARYLAND
Inter-Office Memorandum

DATE: November 16, 1998

TO: Zoning Commissioner/Deputy Zoning Commissioner

FROM: W. Carl Richards, Jr.
Supervisor, Zoning Review *WCR*

SUBJECT: Incomplete Petition Forms

Case Number 99-190-SPH
216 Ashland Road
Loretta & Frank Traglia

Case Number 99-195-SPH
12231 Long Green Pike
Barbara & Lance Cooper

If the back of the administrative special hearing form (notarized affidavit) is not filed before the closing date of November 30, 1998, we recommend DISAPPROVAL of the above special hearings due to the fact that the proper forms were not filed.

WCR:scj

c: John R. Alexander

MODE = MEMORY TRANSMISSION

START=OCT-07 09:10

END=OCT-07 09:15

FILE NO. = 012

STN NO.	COM	ABBR NO.	STATION NAME/TEL.NO.	PAGES	DURATION
001	OK		94103566811	001/001	00:00'42"

-D' COMM, OPI

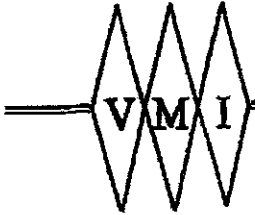
- ***** -

410 965 0695- *****

10-07-1998 08:55AM FROM

TO

4107030030 P.01



VILLAGE MANAGEMENT, INC.

In the Business of Property Management Since 1984

Corporate Offices Located in The Village of Cross Keys

April 14, 1998

Frank and Loretta Traglia
216 Ashland Road
Hunt Valley, Maryland 21030

Re: Family Room Addition

Dear Mr. and Mrs. Traglia:

I have been advised by the Architectural Review Committee that your plans were accepted with one condition, the plan and building are to include a full window at the center of the north elevation. If you have any questions, please give me a call.

Sincerely,

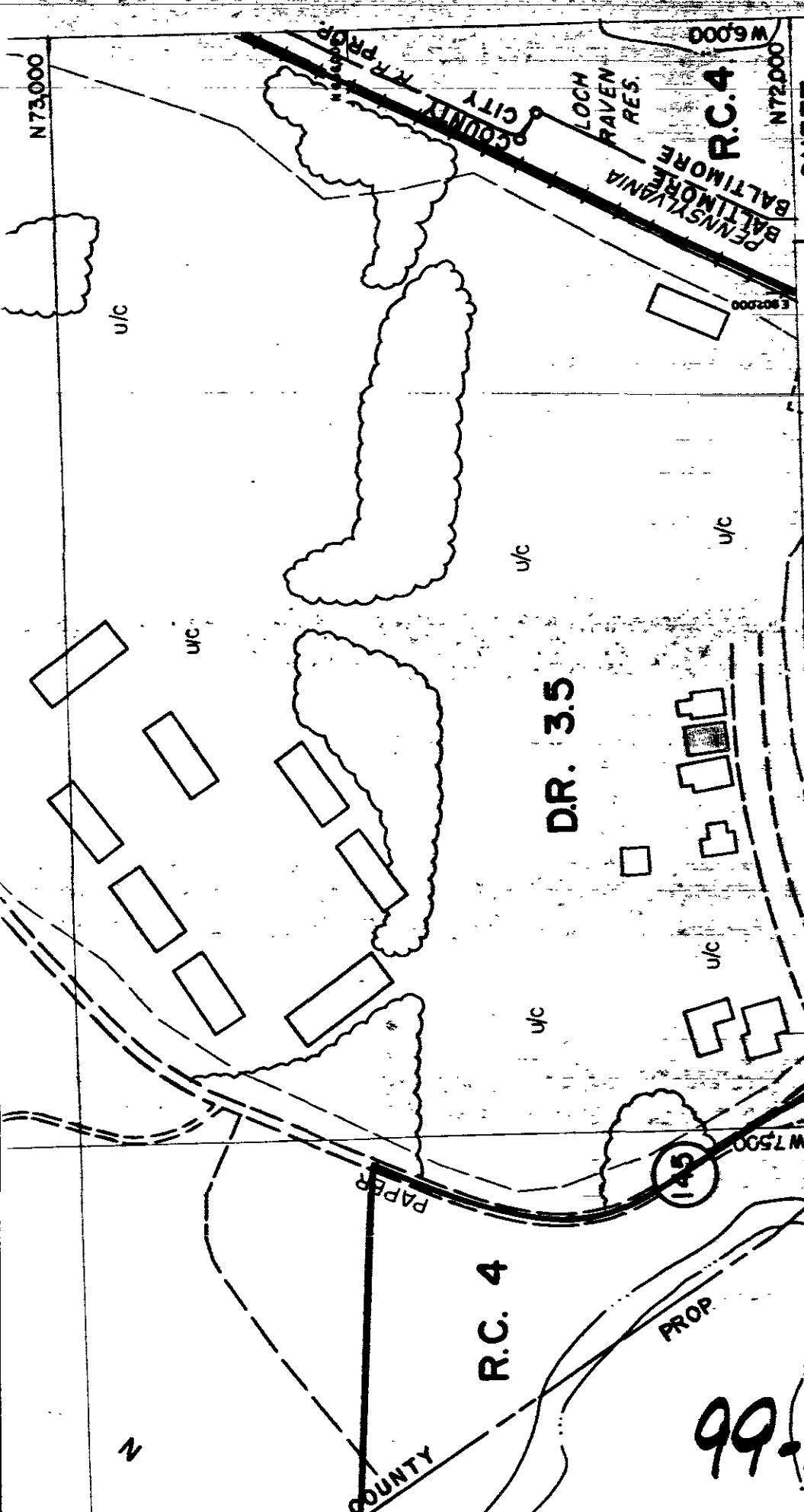
Dave Johnson, CMCA, AMS
Property Manager
Ashland Homeowners Association

*ASHLAND SIZE PLANT.
F.D.P.*

99-190-SPK

99-190-SPK





SHEET

N.W.

19-B

LOCATION

ASHLAND

SCALE

1" = 200' ±

DATE

OF

PHOTOGRAPHY

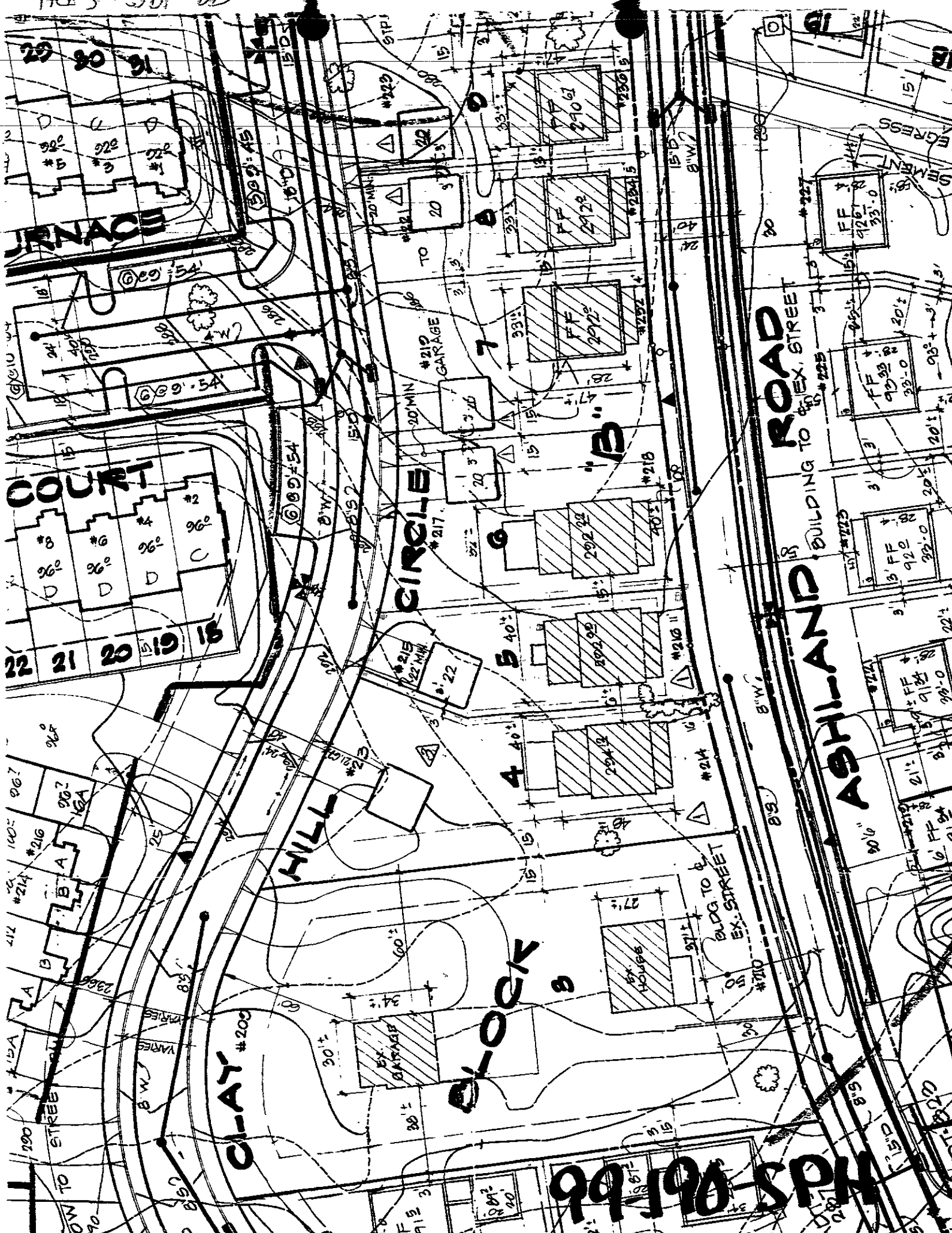
JANUARY

1986

99-190-SPH

99-190-SPH

99-190-SPH



CLAY #200

HILL CIRCLE

ASHLAND ROAD

CLAY #200

CLAY #200

CLAY #200

LOT 1
LOT 2
LOT 3
LOT 4
LOT 5
LOT 6
LOT 7
LOT 8
LOT 9
LOT 10
LOT 11
LOT 12
LOT 13
LOT 14
LOT 15
LOT 16
LOT 17
LOT 18
LOT 19
LOT 20
LOT 21
LOT 22

CLAY #200

CLAY #200

CLAY #200

99-190-SPH

Plat to accompany Petition for Zoning ☐ Variance ☒ Special Hearing

PROPERTY ADDRESS: 216 Ashland Rd

Subdivision name: ASHLAND

plat book # CHS folio 82, lot 5, section 9

OWNER: Frank + Corotta T46C14

see pages 5 & 6 of the CHECKLIST for additional required information

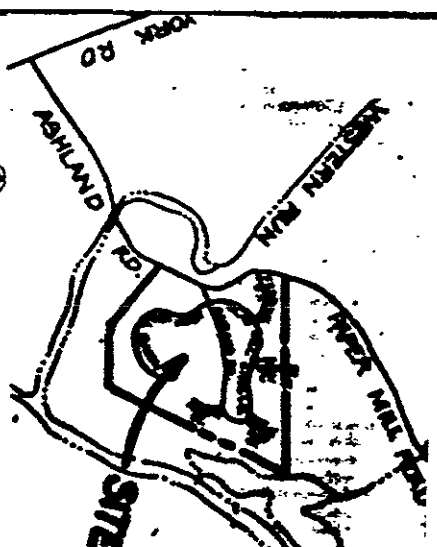
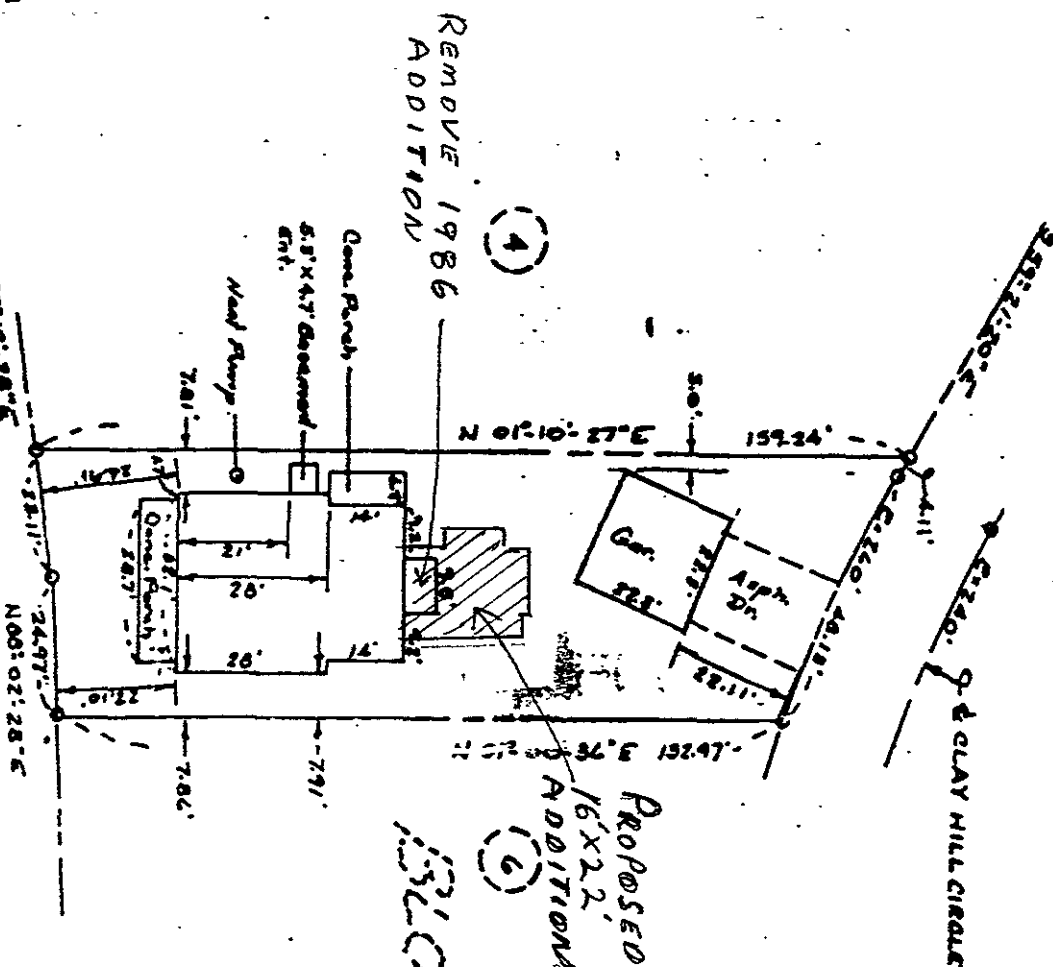


North

date: 10-23-98

prepared by: Frank TRAGLIA

Scale of Drawing: 1" = 30'



Vicinity Map
Scale: 1"=1000'

LOCATION INFORMATION

Election District: 8

Councilmanic District: 3

T=200' scale map: NW 18-B

Zoning: OR 3.5

Lot size: 1/4 7423.57 square feet

SEWER: ☒ public ☐ private
WATER: ☒ public ☐ private

Chesapeake Bay Critical Area: ☐ Yes ☒ No
Prior Zoning Hearings: 86-226 SPHA

Zoning Office USE ONLY!

reviewed by: ITEM # CASE #

507 190 99190 SPH

99-190-SPH



99-190-SPH



99-190-SPH



PREPARED BY AIR PHOTOGRAPHICS, INC.
MARTINSBURG, W. V. 25401

BALTIMORE COUNTY
OFFICE OF PLANNING AND ZONING
PHOTOGRAPHIC MAP

SCALE	LOCATION	SHEET
1" = 200' ±	ASHLAND 491 190-5 PM 6157 DIST.	N. W. 19-B

DATE
OF
PHOTOGRAPHY
JANUARY
1986

ADMINISTRATIVE SPECIAL HEARING INFORMATION SHEET AND DATESCase Number 99- 190 -SPH(H) Address 216 ASHLAND ROADContact Person: JOHN R. ALEXANDER Phone Number: 410-887-3391
Planner, Please Print Your NameFiling Date: 11-4-98 Posting Date: 11-15-98 Closing Date: 11-30-98

Any contact made with this office regarding the status of the administrative special hearing should be through the contact person (planner) using the case number.

1. **POSTING/COST:** The petitioner must use one of the sign posters on the approved list (on the reverse side of this form) and the petitioner is responsible for all printing/posting costs. Any reposting must be done only by one of the sign posters on the approved list and the petitioner is again responsible for all associated costs. The zoning notice sign must be visible on the property on or before the posting date noted above. It should remain there through the closing date.
2. **DEADLINE:** The closing date is the deadline for an occupant or owner within 1,000 feet to file a formal request for a public hearing. Please understand that even if there is no formal request for a public hearing, the process is not complete on the closing date.
3. **ORDER:** After the closing date, the file will be reviewed by the zoning or deputy zoning commissioner. He may: (a) grant the requested relief; (b) deny the requested relief; or (c) order that the matter be set in for a public hearing. You will receive written notification (typically within 7 to 10 days of the closing date) as to whether the petition has been granted, denied, or will go to public hearing. The order will be mailed to you by First Class mail.
4. **POSSIBLE PUBLIC HEARING AND REPOSTING:** In cases that must go to a public hearing (whether due to a neighbor's formal request or by order of the zoning or deputy zoning commissioner), notification will be forwarded to you. The sign on the property must be changed giving notice of the hearing date, time and location. As when the sign was originally posted, certification of this change and a photograph of the altered sign must be forwarded to this office.

(Detach Along Dotted Line)

Petitioner: This Part of the Form is for the Sign Poster Only**USE THE SPECIAL HEARING SIGN FORMAT**Case Number 99- 190 -SPH(H) Address 216 ASHLAND RDPetitioner's Name QUAGLIA Telephone 410-527-0598Posting Date: 11-15-98 Closing Date: 11-30-98Wording for Sign: Administrative Special Hearing to approve CONSTRUCTION OF
AN ADDITION TO AN EXISTING BUILDING

99 190 SPH WCR - 7/20/98